

Town of Milton
424 White Mtn Highway
Milton NH, 03851



Planning Board
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Meeting Minutes
January 2, 2018
6:30 PM

Members in Attendance: Peter Hayward, Larry Brown, Brian Boyers, Bob Bourdeau, Tim Long, Ryan Thibeault Ex. Officio, Also in attendance, Dana Crossley Land Use Clerk, Bruce Woodruff Town Planner

Excused Members: Joseph Michaud, Bob Graham

Public Attendance: Nick Marique, Danny Bouzianis, Erin Hutchins

Chairman Boyers called the meeting to order at 6:35pm.

Public Comment: No Comment.

Delphi Realty Group XII, LLC RE: Milton Crossing Unit 2- Danny Bouzianis attended the meeting to discuss with the board the empty unit at Milton Crossing, discussed that originally it was approved for a sub-shop but that did not work out. At this time they have received interest from a Non-profit organization to set up office space in the second unit. There would be office spaces, a break room and 2 bathrooms remodeled inside. Explained that the use will be less intensive use than what was on the plans, less traffic, trash, sewer and water wise. Would like to add that, office space, as one of the permissible uses.

B. Woodruff addressed the board he was ready to allow code enforcement to issue the permits and CO when it was done for the project, till reading the approval the Planning Board made, the board made the official motion to approve specifically said 'sandwich shop' and his point is that is the reason why the applicant is back here, if it had said restaurant or if the board had said office use something rather than being very specific in the approval the applicant would not have had to come back, recommends that the board give the applicant permission to do this, not have to change the site plan at all, because it should be a given that uses that are allowed in the district should be allowed in multi-unit buildings, unless if the use being proposed is more intense and has higher impacts than the one in before, in that case the Code Enforcement Officer in an administrative way would make the decision if the change of use although permitted in the zone is more intensive use and has higher impacts or no, if said it does have higher impact that is when the applicant should come back to the Planning Board to change the site plan to address the impacts. But if it is not, if it is the same intensity or less than it should be administrative action by Code Enforcement. Noted it is a policy thing the board can discuss in the future in regards to site plans and multi-unit buildings. Recommends the board give approval for this less intensive use in unit 2.

Board discussion: L. Brown questioned to have it has a sandwich shop was not restrictive it was descriptive. B. Woodruff explained the motion to approve the site plan included three uses,

specific, and explained the different ways that the board could have approved the site plan without constricting the multi-site building to what was originally presenting.

B. Bourdeau asked what the procedure going forward would be, if it was accepting application and public hearing. Chairman Boyers replied just looking for an approval, because it is a permitted use. B. Woodruff noted you could technically call it a minor revision to the site plan.

L. Brown noted he was in approval, thinks it is a minor change, and feels it would be a good addition to the community.

L. Brown motions it being the consensus of the board that is a minor revision, to notify the code enforcement officer to permit the office space use at Milton Crossings. T. Long seconds the motion. All in favor, motion carried.

Discussion of 2018 Work Plan: B. Woodruff provided the board with a list of potential projects for the 2018 work plan. The proposed list to choose from include:

1. Discussion on town zoning district changes (see master plan work in past year);
2. Discussion on village center/mixed use district;
3. Review steep slopes portion of zoning ordinance/decide if changes are required;
4. Nonconforming lots in any zone zoning change;
5. Site plan review regulations analysis and needed revisions work;
6. Subdivision regulations analysis and needed revisions work;
7. CIP process.

He advises the board choose three projects to work on plus the CIP process. B. Bourdeau questioned if there should be more work focused on the Master Plan. B. Woodruff replied that he does but was unsure if the board wanted to work on that, there are three chapters communities facilities chapter, transportation chapter and economic development chapter are the most important that the board should consider looking at next, but they cannot be done at once. L. Brown asked if there is a specific portion of Master Plan that needs the most work to be 'more defensible'. B. Woodruff replied he thinks of two chapters, the transportation chapter which should be very direct in the problem roadways, roadway intersections that need improvement, thus would help in the PWD CIP and then would allow for when developers come in. Also the communities facilities is the same basis, it is an inventory of what you have. P. Hayward commented that the transportation one cascades through all the other actions, to discuss zoning changes, etc. it makes sense to have a plan and understanding of the roadways systems when deciding on the zoning changes, feels that the transportation one would be more important. R. Thibeault questioned how in depth the communities and facilities chapter would get into the facilities in town. B. Woodruff it would be what is obvious to the department heads, the information about the facilities would come from the department heads and those in charge of them. Discussed the benefit of addressing the community facilities chapter. B. Bourdeau suggested dropping the steep slopes item. Board discussed delaying one and two. R. Thibeault discussed that the community facilities would be beneficial because it always seems like the Town is always putting band aids on things and putting out fires, it would be good to compile all the issues and look at it, but sees P. Haywards point on the transportation chapter. B. Woodruff informed the board that in doing the community facilities, he cannot be held to a one year to complete the chapter, it could be a more than one year project to complete the chapter. Vote for facilities chapter (3) transportation (2). The board will work on the community's facilities chapter. B. Woodruff asked for a prioritization list.

1. CIP

2. Site Plan Review
3. Subdivision Regulation Analysis
4. Master Plan: Community Facilities Chapter
5. Nonconforming Lots in any zone zoning change

L. Brown asked if there was any big issues with the Subdivision regulations. B. Woodruff addressed that the driveway regulations were an issue, which the board has already began looking at, the subdivision and site plan regs need to be looked at to make sure they are up to date and to make sure they are easy for the administrators who work with them.

B. Woodruff will bring back a draft work plan for the board to review.

Town Planner Comments: B. Woodruff sent to the board the driveway regulation draft for their review for the next meeting and Happy New Year to the board.

Approval of Minutes: December 19, T. Long motions to approve the minutes. P. Hayward seconds the motion, all in favor motion approved.

Other Business: D. Crossley informed the board that Chris Berry contacted her to come before the board to give an update on the progress of the Gas Station, she will let them know to come to the meeting on January 16th.

B. Bourdeau motions to adjourn, T. Long seconds the motion. All in favor, motion carried, and meeting adjourned at 7:26pm.

Respectfully submitted,

Dana Crossley
Land Use Clerk